



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

RECORD OF RESOLUTIONS

Central Services Building • Room CT S109 • 9221 Corporate Blvd, Rockville, MD 20850

April 8, 2019, 7:30 p.m.

<u>Resolution Number</u>		<u>Pages</u>
19-04-029	Tribute and Posthumous Award of Emeritus Status and Bronze Medallion to Professor Lincoln Mudd	2-4
19-04-030	Personnel Actions Confirmation Report	5-8
19-04-031	Graduates Receiving the Associate Degree and Program Certificate in Spring 2019	9-10
19-04-032	Modification of Policy 34003–Discharge of Administrative, Associate, and Support Staff	11-13
19-04-033	Modification of Policy 34101–Personnel Grievance Process for Associate and Support Staff	14-16
19-04-034	Modification of Policy 77001–College Safety and Security	17-19
19-04-035	Approval of an Addendum to the Agreement between the Board of Trustees of Montgomery College and the Montgomery College Foundation, Inc.	20-22
19-04-036	Modification of the Women’s Studies Certificate	23-28
19-04-037	Tuition Rates for Fiscal Year 2020	29-30
19-04-038	Approval of Memorandum of Agreement-Collective Bargaining Agreement between Montgomery College and the Montgomery College Chapter of the American Association of University Professors	31-32

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-029**
Adopted on: **4/8/2019**

Agenda Item Number: 6
April 8, 2019

**Subject: Tribute and Award of Emeritus Status and Bronze Medallion to
Professor Lincoln Mudd**

WHEREAS, Professor Lincoln Mudd served Montgomery College with dedication and distinction for 13 years as a full-time faculty member, having returned to the College after graduating in 1998 when he received the Gloria Monteiro Award for Outstanding Student in the Humanities and the Outstanding Award for English; and

WHEREAS, His untimely death on December 11, 2018, deeply saddened the College community; and

WHEREAS, Professor Mudd provided wisdom and guidance as chair of the Department of Visual and Performing Arts on the Takoma Park/Silver Spring Campus from 2014 to 2016; and

WHEREAS, He skillfully and creatively taught an array of art courses, including Introduction to Drawing, Design Studio: 2-Dimensional, Design Studio: 3-Dimensional, Sculpture I, Sculpture II, World Woodcut and Relief Traditions, Studio Practicum, and Individualized Art Workshop; and

WHEREAS, He worked diligently to support his department's move to The Morris and Gwendolyn Cafritz Foundation Arts Center on the Takoma Park/Silver Spring Campus; and

WHEREAS, Professor Mudd chaired the Exhibitions Committee on the Takoma Park/Silver Spring Campus, curating the first sculpture exhibition in The Morris and Gwendolyn Cafritz Foundation Arts Center and presiding over additional major exhibitions, including the groundbreaking "Lincoln: One Man, Two Views" exhibition and an exhibition and reception in memory of a longtime art student at the College; and

WHEREAS, He developed the Artist-In-Residence Program, an addition to the Department of Visual and Performing Arts that supports the artistic and educational environment within The Morris and Gwendolyn Cafritz Foundation Arts Center by providing studio space to professional working artists who augment academic programs through interaction with the school community in activities that include demonstrations, workshops, and lectures; and

WHEREAS, Service to his department and discipline included participating in the Outcomes Assessment Committee, the Faculty Search Committee, and the Exhibitions Committee; working with Montgomery College's communications director and staff to create posters advertising upcoming events; participating in a collegewide committee that selected visual art students for Art Institute programs; working on the collaborative Annual Student Art Show; and recruiting diverse adjunct faculty for the Department of Visual and Performing Arts; and

WHEREAS, Service to his campus, the College, and community included participating in the General Education Committee; acting as a board member of the Washington Sculptors Group and chairing the group's Exhibitions Committee; launching the Chester River Casting Co-op as

a founding member; and helping to organize indoor and outdoor sculpture at the Art Museum of the Americas in Washington, DC; and

WHEREAS, Professor Mudd was a gifted artist in his own right, focusing on the use of cast metals in his sculptural work and displaying his sculptural and three-dimensional creations at exhibitions in Vermont, Maryland, Georgia, and Florida, among other venues; and

WHEREAS, He developed professionally as an instructor by attending Writing Across the Disciplines workshops and the Faculty Showcase, which focused on integrating digital technology into courses; and he developed professionally as an artist by attending national and international conferences and residencies on contemporary cast iron and wood working; and

WHEREAS, He was recognized for his artistic talent and skill with an Individual Artist Award from the Maryland State Arts Council; and

WHEREAS, He was selected for a Smithsonian Faculty Fellowship in 2013, which focused on “Forging American Identity: Critical Encounters and Cross-Cultural Exchange,” with his topic addressing “Exploring Research Techniques for the Visual Artist”; and

WHEREAS, He was a passionate mentor who connected with students personally, encouraged students to express themselves fully, and thrived in the atmosphere that Montgomery College students defined; and

WHEREAS, Professor Mudd was held in high regard by students and colleagues for creating a positive learning environment that conveyed to his students a strong artistic aesthetic and a true appreciation of the creative process; and

WHEREAS, College policy provides that all faculty members and administrators holding faculty rank with a minimum of 10 years of service with Montgomery College at the time of their passing shall be designated faculty emeritus(a) with appropriate rank or title, subject to approval of the Board of Trustees; and

WHEREAS, College policy provides for the awarding of a Bronze Medallion to recognize distinguished service to the College; and

WHEREAS, The senior vice president for academic affairs and the president of the College recommend that the Board adopt the following resolutions; now therefore be it

Resolved, That the members of the Board of Trustees express their great sorrow at the passing of Professor Lincoln Mudd and extend their deepest sympathy to his family, friends, and colleagues; and be it further

Resolved, That Professor Lincoln Mudd is granted the status of Professor Emeritus, and that he be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Professor Lincoln Mudd is awarded the Bronze Medallion in recognition of his service to the College and community, and as an expression of the gratitude of the College for his dedication and professional commitment to the College; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution and the Bronze Medallion be forwarded to the family of Professor Lincoln Mudd.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 8A
April 8, 2019

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

The Board of Trustees by state law has the authority and the responsibility for appointments to the College. Each month the Board receives a summary of personnel actions from the Office of Human Resources and Strategic Talent Management on new hires and employees who have separated from the College.

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACKUP INFORMATION

Board Resolution
Personnel Actions Confirmation Report
Policy 34001–Changes in Employee Status

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Mr. Roop

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-030**
Adopted on: **4/8/2019**

Agenda Item Number: 8A
April 8, 2019

Subject: Personnel Actions Confirmation

WHEREAS, By state law the Board of Trustees has the authority and responsibility for appointments to the College; and

WHEREAS, The attached summary indicates related personnel actions taken by the College during the period February 1, 2019, through February 28, 2019; and

WHEREAS, The president of the College recommends that the Board adopt the following resolution; now therefore be it

Resolved, That the Board of Trustees accepts the attached reports and confirms the actions of the president.

Attachments

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From February 1, 2019, through February 28, 2019

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Department
02/11/2019	Doyle, Matthew T	Grounds Maintenance Worker	15	Facilities - Central Admin
02/11/2019	Gubsa, Fetwi Y	Instructional Support Trainer	29	Comm Based Grants WDCE
02/25/2019	Hutchinson, Charmaine M	Simulation Coordinator	31	Health Sciences Dean
02/25/2019	Knowlton, Jennifer L	Lab Manager	31	Health Sciences Dean
02/25/2019	Morton, Gregory C	Customer Service Rep	17	WDCE Central Administration

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YO S	Department
02/01/2019	Adhikari, Prasanna J	IT Support Specialist	25	<1	OIT Academic Services
02/22/2019	Freitas, Joao Paulo R	Grounds Maint Worker	15	<1	Facilities Operations - GT
02/22/2019	Harshman, Christie D	Build & Grounds Maint Mgr	29	3	Facilities - Central Admin
02/01/2019	McKinley, Ian T	Public Safety Officer II (Cpl)	15	<1	Facilities Security - RV
02/08/2019	Murshed, Manzur	Systems Engineer	33	4	OIT Engineering Services
02/01/2019	Payano de la Rosa, Yuderck	Building Services Worker	11	10	Facilities - Central Admin
02/28/2019	Tamasang, Jude T ¹	IT Support Specialist	25	16	OIT Academic Services

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	1	0	0	0	2
Male	1	2	0	0	0	3
TOTAL	2	3	0	0	0	5

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	0	1	0	0	2
Male	1	1	1	2	0	5
TOTAL	2	1	2	2	0	7

¹ Retirement

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From February 1, 2019, through February 28, 2019

FACULTY

FACULTY EMPLOYMENTS: NONE

FACULTY SEPARATIONS

Effective Date	Name	Position Title	YOS	Department
02/08/2019	Hawkins, Joan K ²	Professor-N/T	32	CW Dean Stu Success - RV Stu Services

FACULTY EMPLOYMENTS: NONE

FACULTY SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	0	0	0	0	1
Male	0	0	0	0	0	0
TOTAL	1	0	0	0	0	1

² Retirement

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 8B
April 8, 2019

**GRADUATES RECEIVING THE ASSOCIATE DEGREE AND
THE PROGRAM CERTIFICATE IN SPRING 2019**

BACKGROUND

The Board of Trustees is required to ratify the conferral of degrees and certificates by the faculty, as certified by the College registrar, each semester.

RECOMMENDATION

The Board of Trustees is asked to ratify the conferral of degrees and certificates by the faculty on the list of proposed graduates who have successfully completed the requirements of a program, subject to certification of the college registrar.

BACKUP INFORMATION

Board Resolution
List of Graduates (Board members only)

RESPONSIBLE SENIOR ADMINISTRATORS

Dr. Brown
Dr. Rai

RESOURCE PERSONS

Mr. Cartledge
Mr. Dietz

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-031**
Adopted on: **4/8/2019**

Agenda Item Number: 8B
April 8, 2019

**Subject: Graduates Receiving the Associate Degree and the Program Certificate in
Spring 2019**

WHEREAS, It is necessary that the Board take action on the list of certified candidates attached herewith; and

WHEREAS, The College registrar ("the registrar") has certified that the students of Montgomery College, as listed on the attachment, are expected to complete successfully in the spring 2019 semester the courses and curriculum prescribed by the faculty, and to meet all other requirements of the College, for the degrees and certificates that those students are seeking; and

WHEREAS, The faculty has thereby conferred upon the students of Montgomery College, as listed on the attachment, their respective associate's degrees and certificates, subject to certification by the registrar that such students have met all applicable requirements; and

WHEREAS, The president recommends that the Board approve the following resolution; now therefore be it

Resolved, That the Board of Trustees ratifies the faculty's conferral upon the students of Montgomery College, as listed on the attachment, of their respective associate's degrees and certificates, subject to certification by the officer that such students have met all applicable requirements.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 9A
April 8, 2019

**MODIFICATION OF POLICY 34003–DISCHARGE OF ADMINISTRATIVE, ASSOCIATE,
AND SUPPORT STAFF**

General Information

Policy Number:	34003
Contained in Chapter:	Chapter Three
Policy Title:	Discharge of Administrative, Associate, and Support Staff
Policy Creation Date:	September 21, 1987
Most Recent Modification Date:	September 21, 1987

Changes, Additions, Deletions

Line Number	Purpose
Policy Title	Policy title has been modified to remove the “Administrative, Associate, and Support” designator for staff.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 34003–Discharge of Administrative, Associate, and Support Staff, henceforth known as 34003–Discharge of Administrators and Staff.

BACKUP INFORMATION

Resolution
Policy 34003–Discharge of Administrative, Associate, and Support Staff (revised version)

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Mr. Roop

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-032**
Adopted on: **4/8/2019**

Agenda Item Number: 9B
April 8, 2019

Subject: Modification of Policy 34003–Discharge of Administrative, Associate, and Support Staff

WHEREAS, The Board of Trustees created Policy 34003–Discharge of Administrative, Associate, and Support Staff in 1987; and

WHEREAS, The policy has served an important purpose in encouraging high standards of service and the fair and equitable treatment of employees; and

WHEREAS, The policy has been reviewed by the appropriate College community stakeholders for their feedback and has been updated; and

WHEREAS, The president recommends that the Board adopt the modifications; now therefore be it

Resolved, That Policy 34003–Discharge of Administrative, Associate, and Support Staff be renamed to “Discharge of Administrators and Staff” as indicated in the attached draft; and be it further

Resolved, That the president is authorized to implement these changes.

Chapter: Personnel

Modification No. **002**

Subject: **Discharge of ~~Administrative, Associate, and Support~~ Administrators and Staff**

- I. It is the policy of the Board of Trustees to encourage high standards of service, and fair, equitable and consistent treatment of employees, recognizing that circumstances may arise which preclude continuing employment and result in the termination of an employee.
- II. Any employee whose behavior, act(s) or performance is unacceptable shall be subject to dismissal for cause. Administrative staff employees who are recommended to be dismissed for cause during the one year contractual period of employment and regular associate and support staff employees who are recommended to be dismissed for cause shall have the right to appeal that recommendation.
- III. Temporary associate and support staff employees, probationary new regular employees and temporary casual employees are not granted the right to appeal.
- IV. The President is authorized to establish procedures to implement this policy.

Board Approval: September 21, 1987; **April 8, 2019**.

I.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 9B
April 8, 2019

**MODIFICATION OF POLICY 34101–PERSONNEL GRIEVANCE PROCESS
FOR ASSOCIATE AND SUPPORT STAFF EMPLOYEES**

General Information

Policy Number:	34101
Contained in Chapter:	Chapter Three
Policy Title:	Personnel Grievance Process for Associate and Support Staff Employees
Policy Creation Date:	September 21, 1987
Most Recent Modification Date:	September 21, 1987

Changes, Additions, Deletions

Line Number	Purpose
Policy Title	Policy title has been modified to reflect the scope and applicability of the policy and to align the language with other Board policies.
1-2	Deleted “associate and support” as the designator for staff and included “non-bargaining” to reflect the appropriate applicability.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 34101– Personnel Grievance Process for Associate and Support Staff Employees, henceforth known as 34101–Personnel Grievance Process for Non-Bargaining Staff.

BACKUP INFORMATION

Resolution
Policy 34101– Personnel Grievance Process for Associate and Support Staff Employees
(revised version)

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Mr. Roop

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-033**
Adopted on: **4/8/2019**

Agenda Item Number: 9A
April 8, 2019

Subject: Modification of Policy 34101–Personnel Grievance Process for Associate and Support Staff Employees

WHEREAS, The Board of Trustees created Policy 34101–Personnel Grievance Process for Associate and Support Staff Employees in 1987; and

WHEREAS, The policy has served an important purpose in providing staff employees a mechanism to promptly and equitably resolve complaints regarding working conditions, disciplinary actions, and other alleged violations of policy and procedure; and

WHEREAS, The policy has been reviewed by the appropriate College community stakeholders for their feedback and has been updated; and

WHEREAS, The president recommends that the Board adopt the modifications; now therefore be it

Resolved, That Policy 34101–Personnel Grievance Process for Associate and Support Staff be renamed “Grievance Process for Non-Bargaining Staff” and approved as indicated in the attached draft; and be it further

Resolved, That the president is authorized to implement these changes.

Chapter: Personnel

Modification No. 002

Subject: ~~Personnel Grievance Process~~ **for Non-Bargaining** ~~For Associate and Support Staff Employees~~

- I. The Board of Trustees recognizes the need for a grievance process for ~~associate and support~~ **non-bargaining** staff employees to assure that employee complaints regarding working conditions, disciplinary actions or alleged violations of policy and/or procedures receive prompt and careful consideration and are resolved in an equitable manner. Prior to filing a formal grievance, employees are required to make every effort to settle such matters informally in the normal system of supervision and administration. The purpose of grievance procedures is to make maximum effort to secure equitable solutions to grievance matters at the lowest possible administrative level.

- II. The President is authorized to establish procedures to implement this policy.

Board Approval: September 21, 1987; **April 8, 2019**.

I.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 9C
April 8, 2019

MODIFICATION OF POLICY 77001–COLLEGE SAFETY AND SECURITY

General Information

Policy Number:	77001
Contained in Chapter:	Chapter Seven
Policy Title:	College Safety and Security
Policy Creation Date:	February 25, 1985
Most Recent Modification Date:	June 24, 2018

Changes, Additions, Deletions

Line Number	Purpose
Policy Title	Policy title has been modified to reflect the correct name of the Office of Public Safety.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 77001–College Safety and Security, henceforth known as 77001–Public Safety.

BACKUP INFORMATION

Resolution
Policy 77001–College Safety and Security (revised version)

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Mr. Mills

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-034**
Adopted on: **4/8/2019**

Agenda Item Number: 9C
April 8, 2019

Subject: Modification of Policy 77001–College Safety and Security

WHEREAS, The Board of Trustees created Policy 77001–College Safety and Security in 1985; and

WHEREAS, The policy has served an important purpose in establishing expectations for maintaining a safe and secure environment to enhance the educational programs and services of the College; and

WHEREAS, The policy has been reviewed by the appropriate College community stakeholders for their feedback and has been updated; and

WHEREAS, The president recommends that the Board adopt the modifications; now therefore be it

Resolved, That Policy 77001–College Safety and Security be renamed to “Public Safety” as indicated in the attached draft; and be it further

Resolved, That the president is authorized to implement these changes.

Chapter: Facilities
002

Modification No.

Subject: ~~College Safety and Security~~ **Public Safety**

- I. A safe and secure environment which will support and enhance the educational programs and services of the College should be provided at all times.
- II. It is the policy of the College to be responsive to the health and safety of the College community. Any problem concerning the health and safety of College students, employees, or members of the public on campus should be reported promptly to the appropriate College official.
- III. The Montgomery College Office of Public Safety is responsible for enforcing applicable College policies and applicable law on property owned or leased by the College. The office will maintain a 24-hour presence on all major campuses every day.
- IV. The College's Public Safety Officers will be well trained and respond as reasonably and respectfully as possible to circumstances that require their involvement. The College strives to balance the need for public safety and order on campus while respecting the rights of students, employees, and visitors.
- V. The Office of Public Safety will forward reports of alleged violations of College policy to the appropriate College official for required reporting under the Clery Act and reports of alleged violations of the Student Code of Conduct to the appropriate dean of student affairs.
- VI. When circumstances necessitate the involvement of external law enforcement agencies, the Office of Public Safety will fully cooperate by sharing documents and information about alleged crimes that occur on College property.
- VII. The President is authorized to establish procedures and programs to implement this policy.

Board Approval: February 25, 1985; June 25, 2018, **April 8, 2019.**

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 10
April 8, 2019

**APPROVAL OF AN ADDENDUM TO THE AGREEMENT
BETWEEN THE BOARD OF TRUSTEES OF MONTGOMERY COLLEGE
AND THE MONTGOMERY COLLEGE FOUNDATION, INC.**

BACKGROUND

In 2002, Montgomery College and the Montgomery College Foundation entered into an operating agreement to reflect each organization's role in providing the resources needed to have successful fundraising efforts on behalf of Montgomery College students. The agreement was updated in 2004 to reflect change to the articles of incorporation and bylaws of the Foundation, and to define more formal efforts of coordination and cooperation between the Foundation's Board of Directors and the College's Board of Trustees.

After 14 years, it was determined that the operating agreement needed greater clarity around the Foundation's input and feedback on the hiring, appointment, and evaluation processes of the two positions assigned to manage the daily operations of the Foundation: (1) vice president of development and alumni relations/executive director of the foundation, and (2) the director of foundation finance. In addition, the existing agreement lacked a clear communication process on how and when the Foundation Board would be informed if either of the positions were vacated.

The addendum to the operating agreement provides a mutually agreeable format by which the hiring and appointment processes take place for each of the positions. The addendum also provides for more formal input and feedback of the Foundation Board on the annual performance of those positions. In the event of a person vacating either position for any reason (e.g., retirement, promotion, termination), the addendum reflects that the contracts of these two positions allow for the senior vice president for advancement and community engagement to inform the Foundation Board of the reasons for the departure with the person's consent via the signed contract.

RECOMMENDATION

It is recommended that the Board of Trustees approve the addendum to the Agreement between the Board of Trustees of Montgomery College and Montgomery College Foundation, Inc.

BACKUP INFORMATION

Board Resolution
Existing Operating Agreement
Addendum to the Operating Agreement

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Sears

RESOURCE PERSON

Mr. Dietz

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-035**
Adopted on: **4/8/2019**

Agenda Item Number: 10
April 8, 2018

Subject: Approval of an Addendum to the Agreement between the Board of Trustees of Montgomery College and the Montgomery College Foundation, Inc.

WHEREAS, Montgomery College and Montgomery College Foundation have an existing operating agreement to delineate how the two entities work together to support students and student completion; and

WHEREAS, The existing operating agreement between the organizations was last updated in 2004 and needed refinements to enhance the processes by which both the College and Foundation play roles in the hiring and appointment of positions assigned to work with the Foundation; and

WHEREAS, The existing operating agreement needed language to provide a mechanism for feedback from the Foundation Board on the hiring and performance of those positions; and

WHEREAS, The existing operating agreement required a better process by which the College would communicate with the Foundation Board related to those positions being vacated for any reason; and

WHEREAS, The addendum to the operating agreement addresses those issues and provides for greater clarity of process and improved communications regarding those positions; and

WHEREAS, The president recommends this action; now therefore be it

Resolved, That the Board of Trustees approves the addendum to the Agreement between the Board of Trustees of Montgomery College and Montgomery College Foundation, Inc.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 11
April 8, 2019

MODIFICATION OF THE WOMEN'S STUDIES CERTIFICATE

BACKGROUND

The Maryland State Plan for Postsecondary Education states the goals of access, success, and innovation to support student success with less debt. Montgomery College echoes those goals by affirming the *Montgomery College 2020* strategic plan's Theme II strategy to cultivate, implement, and assess student access strategies, initiatives, and resources to ensure Montgomery County residents are provided the opportunity to complete a college education.

The Women's Studies discipline—with its academic focus on global issues, cross-disciplinary studies, critical analysis, and service learning—has been a strength of the Montgomery College curriculum for over 30 years. The Women's Studies Certificate provides a solid foundation of coursework in the discipline and offers students a vehicle to develop their ideas and convey their knowledge in a systematic way. Graduates are prepared for a variety of professional, personal, and academic opportunities, including positions in law, counseling, human resources, politics, and health fields. This certificate provides a diversity credential for working professionals and students in any field.

While the Women's Studies Certificate has been relevant for many years, several modifications have been developed to enable the program to be more pertinent to the 21st century: a new title to reflect women's and gender studies, a reduction of the required number of credits, and revised student outcomes. These changes encourage an awareness of women's and gender issues and roles in society, and they are designed to positively affect the future of students as professionals. The modifications are tentatively effective fall 2019.

The newly-titled Women's and Gender Studies Certificate will offer the same outstanding curriculum expected from Montgomery College. It will enable students to acquire additional academic tools for examining the difference that gender makes in family relationships, friendships, education, and work. The new design will also be more compatible with most other majors, especially General Studies, enabling certificate students to complete both curricula simultaneously. The revised program requires 12 credits rather than 18 and includes only courses equivalent to those offered in programs at institutions to which MC students transfer. For certificate completion, students must complete WMST 101, Introduction to Women's Studies, or GNDS 101, Introduction to Gender Studies, and nine additional credits, including a social sciences course, a humanities course, and a general elective. This reduced program will make completion more feasible for students.

The revised Women's and Gender Studies Certificate supports the Maryland State Plan for Postsecondary Education goals by offering a more timely path to completion and providing a progressive interdisciplinary curriculum for students. The new certificate title and program modifications equate to a substantial change to the current curriculum and require an application to the Maryland Higher Education Commission. No additional faculty, staff, equipment, or facilities are required for the implementation of this program.

RECOMMENDATION

It is recommended that the Board of Trustees approve the above modifications to the Women's Studies Certificate and that an application for approval be submitted to the Maryland Higher Education Commission.

BACKUP INFORMATION

Board Resolution

Women's and Gender Studies Certificate Curriculum (New)

Women's Studies Certificate Curriculum (Current)

Section 13B.02.03.03 of the Education Article of the Annotated Code of Maryland

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Rai

RESOURCE PERSONS

Professor Carminati

Dr. Fechter

Dr. Stewart

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-036**
Adopted on: **4/8/2019**

Agenda Item Number: 11
April 8, 2019

Subject: Modification of the Women's Studies Certificate

WHEREAS, The 2017–2021 Maryland State Plan for Postsecondary Education states the goals of access, success, and innovation to support student success with less debt; and

WHEREAS, Montgomery College echoes those goals by affirming its *Montgomery College 2020* strategic plan's Theme II strategy to cultivate, implement, and assess student access strategies, initiatives, and resources to ensure Montgomery County residents are provided opportunities to complete a college education; and

WHEREAS, The Women's Studies discipline has been offering courses for the last 30 years; and

WHEREAS, The Women's Studies Certificate provides a solid foundation of coursework in the discipline and offers students a vehicle to develop their ideas and convey their knowledge in a systematic way; and

WHEREAS, To enable the Women's Studies Certificate to be more pertinent to the 21st century, program modifications have been developed to include a new title to reflect women's and gender studies, a reduction from 18 to 12 required credits for completion, and revised student outcomes; and

WHEREAS, Graduates will be prepared for a variety of professional, personal, and academic opportunities including positions in law, counseling, human resources, politics, and health fields; and

WHEREAS, The new Women's and Gender Studies Certificate will support a more timely completion and reduce student debt while providing a progressive interdisciplinary curriculum for students; and

WHEREAS, No additional faculty, staff, equipment, or facilities are required for the implementation of this program; and

WHEREAS, The senior vice president for academic affairs and the president of the College recommend the following action; now therefore be it

Resolved, That the members of the Board of Trustees approve the aforementioned modifications to the Women's Studies Certificate; and be it further

Resolved, That an application for approval of the new Women's and Gender Studies Certificate be forwarded to the Maryland Higher Education Commission.

Program Title: The Women’s and Gender Studies Certificate (New)

The Women’s and Gender Studies Certificate provides a solid foundation of coursework in the discipline. It provides students with the opportunity to specialize in Women’s and Gender Studies in preparation for further work at a four-year institution, or for professional, personal and academic opportunities. Students in the Certificate program must complete a minimum of 12 credits in Women’s and Gender Studies-designated courses: WMST 101 Introduction to Women’s Studies (3 credits) OR GNDS 101 Introduction to Gender Studies, and 9 additional credits, including a Social Sciences course, a Humanities course, and a general elective, including WMST 101 or GNDS 101 if not taken as a Required Course. A 200-level course is recommended.

Program Requirements:

Course Designator	Title	Credits
WMST 101	Introduction to Women’s Studies, or	3
GNDS 101	Introduction to Gender Studies	3
Total Credits		3

Choose 9 credits from below including a Social Sciences course and a Humanities course.

- [ENGL 208 - Women in Literature](#) 3 semester hours
- [HLTH 215 - Women’s Health](#) 3 semester hours
- [HIST 228 - Women in the Western World](#) 3 semester hours
- [HIST 112 - Women in World History](#) 3 semester hours
- [PHIL 212 - Women in Philosophy I](#) 3 semester hours
- [PHIL 218 - Women in Philosophy II](#) 3 semester hours
- [PSYC 207 - Psychology of Women](#) 3 semester hours
- [SOCY 208 - Sociology of Gender](#) 3 semester hours
- [SOCY 214 - Sociology of the Family](#) 3 semester hours
- WMST or GNDS elective 3 semester hours

Program Outcomes:

Outcome	Upon completion of this program a student will be able to:
1	Demonstrate a systematic knowledge of multidisciplinary and interdisciplinary scholarship about women and gender.
2	Evaluate the influence gender and sexuality have had on contributions in various disciplines and their recognition in various realms.
3	Analyze the ways that hierarchical systems, such as sexism and racism, have functioned, have changed, and have continued to change.
4	Connect ideas across disciplines, compare theories with experiences, and contrast different academic perspectives on gender.
5	Recognize how an awareness of women’s and gender issues and roles in society may positively affect the futures of students (in all disciplines) and as professionals (in all professions).

Program Title: Women’s Studies Certificate (Current)

The Women’s Studies Certificate provides a solid foundation of coursework in the discipline. It provides students with the opportunity to specialize in Women’s Studies in preparation for further work at a four-year institution, or for professional, personal, and academic opportunities. Students in the Certificate program must complete a minimum of 18 credits in women’s studies designated courses: WMST 101 - Introduction to Women’s Studies (3 credits) and 15 additional credits, including a Social Sciences course, a Humanities course, and a general elective.

Program Requirements:

Course Designator	Title	Credits
WMST 101	Introduction to Women’s Studies	3
	Total Credits	3

Choose 15 credits from below including a Social Sciences course and a Humanities course.

- [ENGL 208 - Women in Literature](#) 3 semester hours
- [HLTH 215 - Women’s Health](#) 3 semester hours
- [HIST 228 - Women in the Western World](#) 3 semester hours
- [HIST 112 - Women in World History](#) 3 semester hours
- [MGMT 235 - Managing Diversity in the Workplace](#) 3 semester hours
- [PHED 156 - Self-Defense for Women](#) 2 semester hours
- [PHED 163 - Weight Training Designs for Women](#) 1 semester hour
- [PHIL 212 - Women in Philosophy I](#) 3 semester hours
- [PHIL 218 - Women in Philosophy II](#) 3 semester hours
- [PSYC 207 - Psychology of Women](#) 3 semester hours
- [SOCY 211 - Introduction to Community Fieldwork](#) 3 semester hours
- [SOCY 110 - Families in Crisis](#) 3 semester hours
- [SOCY 208 - Sociology of Gender](#) 3 semester hours
- [SOCY 214 - Sociology of the Family](#) 3 semester hours
- [SOCY 233 - Race and Ethnic Relations](#) 3 semester hours
- WMST elective 3 semester hours

Program Outcomes:

Outcome	Upon completion of this program a student will be able to:
1	Demonstrate a systematic knowledge of the history of women’s movements and of multidisciplinary scholarship about women and gender.
2	Describe how the application of a new “Women’s Studies” gender lens has challenged traditional historical, cultural, and epistemological assumptions.
3	Evaluate women’s political, intellectual and cultural contributions in various realms (including literature, the visual arts, and music) on local, national and global levels.
4	Form judgments about the structure and causes of women’s roles in history from a global perspective.

5	Assess theoretical approaches to gender studies as they are applied in various disciplines and theoretical “schools.”
6	Analyze the ways that systems of dominance, such as sexism and racism, have functioned, have changed, and how they continue to change.
7	Explain why gender difference is fundamental to the construction of identity and the organization of human relations.
8	Connect ideas across disciplines, compare theories with experiences, and contrast different academic, psychological, and social perspectives on gender.
9	Recognize how an awareness of women’s issues, women’s history, and women’s roles in society may positively affect the futures of transfer/graduate students (in all disciplines) and as professionals (in all professions).
10	Form judgments about the significance of gender diversity and gender equity in local, national, and global arenas.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 12
April 8, 2019

TUITION RATES FOR FISCAL YEAR 2020

BACKGROUND

The Board of Trustees adopted the College's FY20 operating budget at its meeting on January 23, 2019, which included a proposed tuition increase for in-county, in-state and out-of-state students.

Given the College's goal to keep tuition affordable, an increase of \$4, \$8, and \$12 per hour for in-county, in-state, and out-of-state credit tuition rates, respectively, is recommended for FY20. The tuition and fee increase will be effective with the fall 2019 semester and will continue to support the College's efforts toward ensuring student excellence, access, and success.

These changes will result in per-hour tuition rates of \$132 for in-county students, \$269 for in-state students, and \$374 for out-of-state students. The changes represent an increase of 3.1 percent for the in-county and in-state credit tuition rates, and 3.3 percent for the out-of-state credit tuition rate.

RECOMMENDATION

It is recommended that the Board of Trustees increase the cost of tuition per hour by \$4, \$8, and \$12 beginning with the fall 2019 semester for in-county, in-state, and out-of-state tuition rates, respectively.

BACKUP INFORMATION

Board Resolution
Policy 45001–Tuition, Fees, and Refunds

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Ms. Greaney

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-037**
Adopted on: **4/8/2019**

Agenda Item Number: 12
April 8, 2019

Subject: Tuition Rates for Fiscal Year 2020

WHEREAS, The Board of Trustees adopted the FY20 operating budget at its meeting on January 23, 2019, which included a proposed tuition increase for in-county, in-state and out-of-state students; and

WHEREAS, The FY20 budget contains funding that advances student-centered initiatives such as continuing and expanding the access of Middle College and Early College programs for high school juniors and seniors; increasing staffing commitment to accelerate and assist students applying for financial aid and scholarships; and opening two student-centered buildings on the Rockville and Germantown campuses; and

WHEREAS, As public dollars to the College trended downward as a result of the economy over the past several years, Montgomery County and the state budget situations continue to provide significant financial support, but modestly; and

WHEREAS, The proposed tuition increase put forth by the Board of Trustees continues a deep commitment to keeping Montgomery College affordable while taking prudent steps to advance the efforts in ensuring student access, excellence, and success; and

WHEREAS, Even with this tuition increase, there is still a gap between commitment to student success, long-term financial stability, and available resources; and

WHEREAS, The Board of Trustees has the authority to set tuition; now therefore be it

Resolved, That the Board of Trustees adopts tuition rate increases of \$4, \$8, and \$12 per hour for in-county, in-state, and out-of-state students, respectively, effective beginning with the fall 2019 semester; and be it further

Resolved, That this action establishes the per-hour credit tuition rates at \$132, \$269, and \$374 for in-county, in-state, and out-of-state residents, respectively.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 13
April 8, 2019

**APPROVAL OF MEMORANDUM OF AGREEMENT-COLLECTIVE BARGAINING
AGREEMENT BETWEEN MONTGOMERY COLLEGE AND THE MONTGOMERY COLLEGE
CHAPTER OF THE AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS**

BACKGROUND

Representatives of the Board of Trustees and the Montgomery College Chapter of the American Association of University Professors (“AAUP”) reached an agreement on or about February 22, 2019, through reopener negotiations, resulting in proposed amendments to the faculty collective bargaining agreement (“CBA”). The proposed modifications to the CBA are contained in the following three (3) articles:

1. Article 6: Leaves of Absence
2. Article 8: Salaries
3. Article 9: Insurance and Related Benefits

RECOMMENDATION

It is recommended that the Board of Trustees adopt the attached resolution, approving the amendments to the CBA that were agreed to on February 22, 2019; authorizing the chief human resources officer to execute the memorandum of agreement, as it has been ratified by AAUP and delegating to the president the authority and responsibility to implement and administer such agreement.

BACKUP INFORMATION

Board Resolution
Memorandum of Agreement, (Board Members Only)
Collective Bargaining Update (as defined above)

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSONS

Mr. Roop
Ms. Pratt

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **19-04-038**
Adopted on: **4/8/2019**

Agenda Item Number: 13
April 8, 2019

Subject: Approval of Memorandum of Agreement-Collective Bargaining Agreement between Montgomery College and the Montgomery College Chapter of the American Association of University Professors

WHEREAS, The Montgomery College Chapter of the American Association of University Professors ("AAUP") is the exclusive representative authorized to negotiate on behalf of certain faculty members at Montgomery College; and

WHEREAS, A memorandum of agreement with proposed amendments to the collective bargaining agreement ("CBA"), has been negotiated by teams representing the Board of Trustees and AAUP; and

WHEREAS, Such memorandum of agreement contains proposed amendments to the CBA, articulated in Article 6: Leaves of Absence; Article 8: Salaries; and Article 9: Insurance and Related Benefits; and

WHEREAS, The Board's negotiating team recommends approval of the memorandum of agreement by the Board; and

WHEREAS, The president recommends that the Board take the following action; now therefore be it

Resolved, That the Board of Trustees approves the proposed amendments to the CBA set forth in the attached memorandum of agreement, ratified by AAUP; and be it further

Resolved, That the Board of Trustees authorizes the chief human resources officer to execute the memorandum of agreement between the Board of trustees of Montgomery College and AAUP; and be it further

Resolved, That the Board of Trustees delegates to the president the responsibility and authority to implement and administer the memorandum of agreement.